

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 1191

GRADE: S-34

TITLE: DIRECTOR, SYSTEM ENGINEERING AND MONITORING DIVISION

DEFINITION:

Under the direction of the Director and Assistant Director of Public Works, to plan, coordinate and direct a division responsible for sanitary sewer system engineering and analysis, environmental monitoring, sewer permit processing, and sewer billing; and to do related work as required.

TYPICAL TASKS:

Directs, coordinates, and supervises comprehensive planning studies identifying future wastewater treatment facility requirements and current deficiencies;
Directs and coordinates engineering and construction projects relative to the expansion of County treatment facilities and pump stations;
Develops capital project funding, fiscal projections, and fiscal control procedures;
Coordinates with other jurisdictions regarding regional treatment issues;
Supervises environmental laboratory personnel in the testing and monitoring of wastewater effluent;
Monitors air quality with respect to the County's sludge incinerators and resource recovery facility;
Tests and monitors industrial waste discharge for toxic and hazardous chemicals;
Ensures industry compliance with Federal, State and local regulations;
Directs the preparation of complex investigative reports;
Oversees and directs the sewer permit process;
Reviews all rezoning and construction plans to ensure compliance with standards covering sewer construction and modification;
Directs the collection of quarterly sewer user billings and connection fees;
Resolves customer billing complaints;
Provides information to contractors and the public as required;
Serves in the absence of the Director of Waste Management.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Extensive knowledge of the practices and theory of civil engineering;
Extensive knowledge of facility and system design, construction and operation;
Comprehensive knowledge of modern chemical and biological testing procedures utilized in a large environmental laboratory;
Comprehensive knowledge of, and the ability to enforce, County, State and Federal regulatory standards;
Ability to prepare concise, comprehensive investigative and management reports and make effective recommendations;
Ability to plan and coordinate the work of professional and subprofessional engineers.

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EMPLOYMENT STANDARDS:

Any combination of education and experience equivalent to graduation from an accredited four-year college or university with a degree in engineering; and five years of progressively responsible experience in the planning, design, construction and monitoring of a municipal sewer system, wastewater treatment facility and/or comparable public works projects.

ESTABLISHED: March 23, 1987

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